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August 7, 2007

TO: Each Supervisor

FROM: Bruce A. Chernof, M.D.  
Director and Chief Medical Officer

SUBJECT: **HEALTH CARE WORKFORCE DEVELOPMENT  
PROGRAM FY 2006-2007 FOURTH QUARTER REPORT**

Your Board directed the Department of Health Services (DHS) to prepare quarterly reports on the Health Care Workforce Development Program (HCWDP). The following report highlights HCWDP's training activities for the fourth quarter of Fiscal Year 2006-2007, April 1 through June 30, 2007.

**Career Path Training programs to fill vacancies in areas of critical labor shortage:**

**Nurse Training**

- 19 DHS employees graduated from RN programs sponsored by HCWDP at the College of Nursing and Allied Health (CONAH). 13 DHS employees who completed HCWDP nursing programs (11 RNs and two LVNs) passed the NCLEX exam.
- Three RNs and one LVN who obtained their nursing licenses were appointed to vacant DHS nursing positions. Nine RNs and six LVNs who obtained their licenses were in the process of being promoted at seven different DHS facilities.
- 115 employees continued their education in the following nurse training cohorts. At the CONAH, there were 28 DHS employees in the 30-Unit Option program, and 38 employees in the Generic RN program. 16 employees were participating in the LVN program at Citrus College. 18 students began the LVN program at Los Angeles Unified School District. 15 students were participating in the Generic RN program at Cerritos College.
- 35 employees started their HCWDP-sponsored NCLEX review class to prepare them for the State's nursing licensure test.

### Health Information Coding Training

- In June 2007, East Los Angeles College graduated 44 employees from the Basic Health Information Technology (HIT) Coding training program and 35 from the Advanced HIT Coding training program.
- As of June 30, 2007, six of the 22 employees who completed their Basic HIT Coding training at the Charles Drew University, have been promoted to Health Information Technician Trainee and the remaining 16 are currently on the certification list awaiting to be promoted.
- 24 Medical Records Coders were continuing their Basic HIT Coding training at Charles Drew University.

### **Skills Enhancement programs:**

#### Nursing Post-Licensure Training – Services provided at the request of nursing management

- 17 different post-licensure nursing skills enhancement courses targeting training needs at Martin Luther King-Harbor and Harbor hospital were offered during the fourth quarter of FY 2006-2007.
- 101 employees attended the 24-hour "Basic Dysrhythmia" course. This course is designed for nurses who care for monitored patients and covers treatment of dysrhythmias, including medication therapy and nursing interventions.
- Five LVNs and Nursing Attendants who care for monitored patients participated in a 40-hour "Monitor Tech" course, covering treatment of dysrhythmias, including medication therapy and nursing interventions.
- Six nurses attended the 8-hour course on "Adult Physical Assessment." This course covers patient interview techniques, physical assessment of each body system, identification of variances in the population, and the use of assessment tools such as the otoscope.
- One nurse attended an 8-hour "Triage" course for those working in an emergency or urgent care setting. The course includes patient interviewing and assessment, prioritizing patient care, and highlights identification of emergent, life-threatening illnesses and injuries.
- Five nurses participated in a 16-hour "Fetal Monitoring" course that discusses the pathophysiology and indications for fetal monitoring, identification and management of various Fetal Heart Rates, and legal issues associated with fetal monitoring.
- Seven nurses attended an 8-hour "Newborn Physical Assessment" course to prepare them for conducting physical assessments on newborn and neonatal patients.

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- Four nurses attended an 8-hour "Cardiac Pathophysiology" course designed to enable practicing nurses to assess, analyze, anticipate, and address selected pathophysiologic changes occurring with the adult patient.
- Five nurses attended an 8-hour "Pharmacology for the Cardiac Patient" course designed to enhance nursing knowledge specific to pharmacologic agents used in the treatment of cardiac dysfunction.

Academic development courses designed to prepare employees to enter professional career programs

- 60 employees completed an academic preparation workshop reviewing math, verbal skills, and concepts required for successful entry to college-level nursing and allied health programs. The workshops also provide a basic introduction/review of test-taking strategies.

Computer skills training

- 375 employees completed various computer technology courses: Computer Basics and Keyboarding, Computer Typist and Keyboarding, Excel I, Excel II, and PowerPoint I.

Spanish language skills training

- 96 employees completed interactive Spanish language courses designed to provide clinicians with language skills focused on effective communication with patients. An additional 189 employees started Spanish courses during this quarter.

Team Building/Leadership Training - Services provided at the request of nursing management

- 337 DHS employees completed a six-hour workshop, "True Colors - Laying the Foundation for Successful Teams." 68 employees began the workshop and will complete it in July 2007. This training was primarily for nursing unit staff working with patients at the bedside, and to build communication links between unit team members.

Please let me know if you have questions or need additional information.

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c: Chief Executive Officer  
County Counsel  
Executive Officer, Board of Supervisors